

## East Lothian Council

Information on council performance comes from statutory performance indicators, value for money and other reports. **All** of these must be taken into account in considering how a council is performing. Further details about all of the information below are available in Section 1 of this document.

### Contextual data

- total resident population 90,750
- number of households 40,000
- Grant Aided Expenditure for 2003/2004 (£'000) 126,610
- Band D Council Tax for 2003/2004 (£) 993

### Statutory Performance Indicators - summary information

The council's performance worsened by 5% or more on 13 measures, and improved by 5% or more on 16 measures.

	Measures that worsened by...			Measures that improved by...		
	>15%	10-14%	5-9%	5-9%	10-14%	>15%
<b>Scotland</b>	7.3	2.7	4.0	5.1	2.8	11.8
<b>East Lothian</b>	8	2	3	4	1	11

A full set of the SPI measures used for this analysis is included at the end of the profile.

In 2000/01 this council had a ranking of 25 or below in indicators 9, 11, 20, 27, 37, 42 and 60. By 2002/03, they had not improved by at least 5% in the following indicators:

Indicator number	Indicator definition
9	Sickness absence - the percentage of working days lost through sickness absence for chief officers, administrative, professional, technical and clerical staff
11	Sickness absence - the percentage of working days lost through sickness absence for teachers
60	Social enquiry reports - the proportion of reports submitted by the social work department to the courts by the due date

### Progress towards Best Value

Between 1999 and 2002, the Accounts Commission's Performance Management and Planning (PMP) audit assessed the arrangements that councils' had in place to manage their performance under Best Value. It examined the extent to which councils and their various services had in place the basic building blocks for Best Value, in particular the key management processes required. Comment on the findings of the PMP Audit for the council may be found in the Profiles for 2001/02.

The PMP audits are now being superseded by a cyclical programme of Best Value and Community Planning audits. This programme began in early 2004 and aims to cover all 32 councils over three years.

### Accounts Commission/Audit Scotland reports (April 2002 to December 2003)

- There were no Accounts Commission statutory reports published on this council during the time period
- The appointed auditor's report on the council's financial statement for the year was unqualified
- The following Value for Money reports were published during the time period and looked at the comparative performance of all councils:

- 'Bye now, pay later? A follow-up review of the management of early retirement' (June 2003). This report made no specific mention of East Lothian Council.
- 'Dealing with offending by young people A follow-up report' (November 2003). This report made no specific mention of East Lothian Council.

More information about the work of the Accounts Commission and Audit Scotland are available at [www.audit-scotland.gov.uk](http://www.audit-scotland.gov.uk)

### Inspectorates (April 2002 to December 2003)

- HM Inspectorate of Education completed a QMiE inspection of the council's education department in September 2002. In relation to this council, they published the reports 'Community Learning and Development in Dunbar Area, East Lothian Council' (May 2003) and 'Follow-up to the inspection of the education functions of East Lothian Council' (December 2003)
- The Benefit Fraud Inspectorate did not undertake an inspection of the council during this time period. More information is available at [www.bfi.gov.uk](http://www.bfi.gov.uk)
- The Social Work Services Inspectorate included a section on this council in their annual report 'Growth & Development' (November 2002). More information is available at [www.scotland.gov.uk/socialwork/swsi](http://www.scotland.gov.uk/socialwork/swsi)
- The Food Standards Agency completed audits of this council's food law enforcement services as part of their audit scheme years 2 (April 2002 to March 2003) and 3 (April 2003 to March 2004). More information is available at [www.foodstandards.gov.uk](http://www.foodstandards.gov.uk)

For more information on the work of Inspectorates in general, please refer to Section 1 of this report.

### Scottish Public Services Ombudsman (April 2002 to December 2003)

- There were no findings of maladministration against this council during this time period.

More information on the work of the Ombudsman is available at [www.scottishombudsman.org.uk](http://www.scottishombudsman.org.uk)

### Statutory Performance Indicators – list of measures

	Measure	Rank in 02/03		PI measurement			Better ✓ or worse X since 00/01		
		1-32	✓1-8 X 25-32	00/01	01/02	02/03	5-9%	10-14%	>15%
<b>Benefits administration</b>									
1	Administration costs - the overall gross administration cost (£) per council tax or housing benefit application	24		-	57.56	58.02			
2	New claims - the average time (days) taken to process new claims	18		-	80	53			
3	Changes of circumstances - the average time (days) taken to process notifications of changes of circumstances	12		-	13	11			
4	Renewal claims - the percentage of renewal claims processed on time	22		-	36.1	68.5			
<b>Building control</b>									
5	Percentage of requests for a building warrant responded to within 15 days	7	✓	-	-	76.5			
6	Average time (days) taken to respond to a request for a completion certificate	15		-	-	4			
7	Percentage of building warrants issued (or an application otherwise determined) within 6 days	22		-	-	75.7			
8	Percentage of completion certificates issued (or an application otherwise determined) within 3 days	13		-	-	88.8			

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	Measure	Rank in 02/03		PI measurement			Better ✓ or worse X since 00/01		
		1-32	✓1-8 X 25-32	00/01	01/02	02/03	5-9%	10-14%	>15%
<b>Corporate issues</b>									
9	Sickness absence - the percentage of working days lost through sickness absence for chief officers, administrative, professional, technical and clerical staff	24		5.6	5.2	5.6			
10	Sickness absence - the percentage of working days lost through sickness absence for craft and manual employees	12		6.8	6.0	6.4	✓		
11	Sickness absence - the percentage of working days lost through sickness absence for teachers	26	X	5.0	4.9	4.8			
12	Equal opportunities - the percentage of chief official employees, who are female	17		15.0	15.0	15.8	✓		
13	Equal opportunities - the percentage of senior professionals, who are female	10		24.1	25.9	29.6			✓
<b>Education</b>									
14	Pre-school provision - the percentage of children in their pre-school year who received pre-school education	17		96.7	98.1	99.8			
15	Pre-school provision - the percentage of children in their ante-pre-school year who received pre-school education	29	X	85.9	89.7	86.5			
16	Primary schools - the percentage of classes with P1 to P3 pupils, with no more than 30 pupils	1	✓	95.1	100.0	100.0	✓		
17	Primary schools - the percentage of schools in which the ratio of pupils to available places is between 61% and 100%	1	✓	97.1	97.1	97.1			
18	Secondary schools - the percentage of schools in which the ratio of pupils to available places is between 61% and 100%	19		83.3	83.3	66.7			X
19	Special educational needs - the average number of weeks taken to complete an assessment of special educational needs	10		33	36	20			✓
<b>Environmental health</b>									
20	Food hygiene - the percentage of premises with a minimum inspection frequency of 12 months or less, that were inspected on time	21		63.8	92.8	92.9			✓
21	Noise complaints - the percentage of initial noise complaints that were dealt with in one day	1	✓	100.0	100.0	100.0			
22	Noise complaints - the percentage of noise complaints requiring further investigation that were dealt with in three days	15		89.6	96.0	97.7	✓		
23	Pest control - the percentage of responses to requests for high-priority pest control services within two days	NS		NS	NS	NS			
24	Pest control - the percentage of responses to requests for low-priority pest control services within five days	NS		NS	NS	NS			
<b>Environmental services</b>									
25	Refuse collection - the gross cost of refuse collection per property (£) (see note 2)	13		47.70	43.94	47.68			
26	Refuse collection - the gross cost of refuse disposal per property (£) (see note 2)	14		44.95	46.30	50.80			X
27	Refuse collection - the percentage of special uplifts of bulky domestic refuse completed within five days	22		47.2	64.0	74.6			✓
28	Recycling - of the household, commercial and industrial waste collected by the authority, the percentage that was recycled	11		-	5.6	11.6			
<b>Finance</b>									
29	Council tax - the gross cost of collecting council tax per dwelling (£) (see note 2)	13		-	-	12.28			
30	Council tax - the percentage of council tax income for the year that was collected in the year (see note 2)	8	✓	92.4	94.2	94.5			
31	Percentage of income due from non-domestic rates that was received by the end of the year	2	✓	-	-	98.5			
32	Invoice payment - the percentage of invoices paid within 30 days or other agreed time period	25	X	75.9	79.3	78.4			

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	Measure	Rank in 02/03		PI measurement			Better ✓ or worse X since 00/01		
		1-32	✓1-8 X 25-32	00/01	01/02	02/03	5-9%	10-14%	>15%
<b>Housing</b>									
33	Tenancy changes - the percentage of rent loss due to unoccupied dwellings	4	✓	0.97	1.22	0.94			
34	Tenancy changes - the percentage of empty houses that were re-let within four weeks	12		55.0	47.3	45.5			X
35	Rent arrears - current tenant arrears as a percentage of the net amount of rent due in the year	17		10.2	9.2	7.3			✓
36	Rent arrears - the percentage of current tenants owing more than 13 weeks' rent at the year end, excluding those owing less than £250	21		8.0	6.8	6.4			✓
37	Council house sales - the percentage of sales completed within 26 weeks	14		6.4	22.4	68.4			✓
38	Homelessness - the number of homeless households in priority need provided with temporary accommodation in council-furnished dwellings, as a percentage of the total provided with temporary accommodation	22		20.5	15.8	16.4			X
<b>Leisure &amp; Recreation</b>									
39	Leisure pools - the number of attendances per 1,000 population	19		FTR	FTR	843			
40	Traditional pools - the number of attendances per 1,000 population	3	✓	FTR	FTR	3,930			
41	Indoor facilities - the number of attendances per 1,000 population	12		FTR	FTR	4,340			
<b>Libraries</b>									
42	Processing time - the average time (days) taken to satisfy library book requests	12		32	<u>24</u>	18			✓
43	Stock turnover – the percentage of the national target met for replenishing lending stock for children and teenagers	15		99.1	143.3	73.2			X
44	Stock turnover – the percentage of the national target met for replenishing lending stock for adults	11		91.1	82.4	76.0			X
45	Use of libraries – the number of borrowers as a percentage of the resident population	8	✓	FTR	<u>21.6</u>	28.0			
46	Use of libraries – the average number of issues per borrower	15		FTR	<u>36.5</u>	28.2			
<b>Planning</b>									
47	Processing time – the percentage of householder applications dealt with within two months	7	✓	94.9	90.9	89.2			X
48	Processing time – the percentage of non-householder applications dealt with within two months	9		63.4	56.3	57.4			X
<b>Roads &amp; Lighting</b>									
49	Traffic light repairs - the percentage of repairs completed within 48 hours	5	✓	100.0	98.5	98.4			
50	Street light repairs - the percentage of repairs completed within seven days	17		FTR	77.2	91.9			

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	Measure	Rank in 02/03		PI measurement			Better ✓ or worse X since 00/01		
		1-32	✓1-8 X 25-32	00/01	01/02	02/03	5-9%	10-14%	>15%
<b>Social Work</b>									
51	Child protection – the percentage of children being looked after by the council in community placements	6	✓	86.7	87.0	90.0			
52	Number of home care clients receiving personal care as a rate per 1,000 population aged 65+	18		27.0	39.6	41.5			✓
53	Number of home care clients receiving care at weekends as a rate per 1,000 population aged 65+	30	X	23.4	26.9	20.3		X	
54	Number of home care clients receiving care in evenings/overnight as a rate per 1,000 population aged 65+	25	X	12.8	10.4	10.7			X
55	Total hours as a rate per 1,000 population aged 65+	25	X	472.4	433.6	479.2			
56	Staff qualification – the percentage of staff in residential homes for children who are qualified	2	✓	77	87	93			✓
57	Staff qualification – the percentage of staff in residential homes for older people who are qualified	19		43	35	35			X
58	Staff qualification – the percentage of staff in residential homes for other adults who are qualified	NS		NS	NS	NS			
59	Social enquiry reports - the proportion of reports requested by the courts that were allocated to social work staff within 2 working days of receipt by the social work department	13		94.2	<u>95.9</u>	95.8			
60	Social enquiry reports - the proportion of reports submitted by the social work department to the courts by the due date	30	X	80.1	<u>72.6</u>	64.6			X
61	Probation - the proportion of new probationers seen by a supervising officer within one week	10		80.0	<u>72.9</u>	91.4			✓
62	Probation - the proportion of people subject to a probation order who were reported to the court for breach of probation during the year	1	✓	14.0	<u>5.0</u>	6.0			✓
63	Community service - the average hours per week taken to complete community service orders	21		3.7	2.8	3.3	X		
<b>Trading Standards</b>									
64	Consumer complaints - the percentage of complaints processed within 14 days of receipt	1	✓	95.6	94.8	97.8			
65	Business advice requests - the percentage of requests dealt with within 14 days of receipt	1	✓	98.7	98.7	100.0			
		✓1-8	16						
		X 25-32	7						

Data features	Symbol	00/01	01/02	02/03
No Service	(NS)	3	3	3
Failure to report	(FTR)	6	3	0
Unreliable data	(underlined)	0	7	0

### Notes

1. An underlined measurement indicates unreliable data.
2. This measure is presented in family groups in Section 3.
3. Unreliable data has not been ranked.

Count of measures showing significant change since 2000/01	
<b>Improvement</b>	
5-9%	4
10-14%	1
>15%	11
<b>Decline</b>	
5-9%	3
10-14%	2
>15%	8